How to score a club session (pairs)

Updated for Scorer V20

There are 3 main steps:

- The BOS program (to create the hand records for the tablets)
- The Scorer program (to score the session)
- The X-Club program (to send the results to X-Club and backup)

Start of session

- Plug in the dongle which contains the BridgeTab licences
- Double-click on **BOS**
    - Select **Create New**
    - Enter name in the format of X-club files. Eg 32fri which is week 32 on a Friday
    - Click **Create**
    - Select **Import**
    - Select **Browse for Deals**
    - Look in C:\users\scorer1\desktop\dealing files, for the file name the same as you used above.
    - Double-click or Open
    - Wait for analysis to run. Use Ctrl H to check progress. When the analysis shows 36/36 or similar, close Dup Soft
    - Click on **Hand Records**, change the number of boards to 28 and click start and Print. If the hand records don't show then try putting them on the desktop and print from there.
    - Click on the **Start Scoring** button which will start up the **Scorer** program and **BridgeTab**.
        - You should be able to see in the task bar. If it is missing, go back to BOS and click on **BridgeTab Admin**
        - **Note** At the start of the year after new licences have been purchased you should check that they are activated. Click Bridge Tab Admin to do this.
- Log on to **Scorer**

- Periodically you should "Do a player update". Click on Update NZB Players
- Select **Score/Ladder** which will take you to the calendar
- Check that the correct session is highlighted
- Click **Next**
- **Section** use the defaults that appear.
- Load dealing file:
    - Double-click the folder with the name you entered in BOS
    - Double-click **DATA**
    - Double-click on the file that has **.pbn** at the end (Green arrow icon)
- **Load movement**. There are only two options. Mitchell or Custom Movements.

    If running a Mitchell then fill in the three boxes.

    If running a Howell then enter the number of tables only and then press the radio button for custom movements. This shows the only options for that number of tables. See below for Movement Overview

- Click on **Add section**
- Complete **phantom** box if necessary
    - For a Mitchell movement, put in the table number for phantom, and say if phantom is NS or EW
    - For a Howell movement, you must use the **PAIR** number (get this from the movement overview/guide)
    - *If you put in the wrong number for phantom, it is best to shift the pair that is in phantom's seat. There must be no-one in the place that the computer thinks is phantom*.
    - There is also available a +/- button available but if anyone has entered names into a tablet then this tablet must be replaced (using the TD option on the new tablet) so that the corrected movement gets updated for that table.

- o **Movement Overview** When a Custom Movement is added, and the section selected, then there is a "Movement Overview" button available. This runs a report giving the Director an overview of the movement and allowing for the printing of guide cards for the tables. This is always accurate as it is constructed from the custom movement.
- o Click **Start timer** This will run DS Timer. The parameters are automatically setup from the movement. You can change these if you wish. **Don't** click start clock just yet. Minimise the screen for now.
- o Click on **Start Remote Server** which will open a new window for **BSC** (bridge scorer control)
- o S**ave** the game settings
- o Click the **Start** button
- o **Bring back the timer** If this is a full screen then click the double square next to the X to restore down in size.
- o You need to move and resize the timer and BSC screen so that both a viewable.
- o Click on Start Clock when you are ready.
- o Use the scroll wheel on the mouse to bring the control menu into view and click on Resume Timer. At any time you can bring up the control menu to make any alterations
- o Once players have entered their tables, it is useful in BSC to **View Player Names** and correct any errors now.

End of session

- In the **Scorer** program:
  - o Select **Upload names (Note this could be done after the first round)**
  - o **Click on Players**
  - o If there were any errors in players names earlier, select **Players**. (Note this should have been corrected in the BSC screen earlier.) If any names need adding, enter Table number then add player name and number as required. Also enter any **substitutes** here.

- If this is a **Handicap event** then on the player's screen the word Handicap will appear. You should make any entries or corrections now. Now Return.
- Click on the **Cashless Payments** (see separate sheet)
- Select **Upload results**
- Select **Calculate results**
- *Make sure all the boxes are unticked* and click **OK**
- Click on the printer icon and **OK**
- Click **Close**
- Click **XML** button
- Run the ladder if necessary (see separate instructions)
- Exit Scorer
- Exit BOS
- If any BOS related windows are still on the task bar then close them as the backup will not work if any are still there.

- Double-click on the **X-Club** app on the desktop
  - Selection option 1 (type 1 and enter)
  - It will say results have been sent to X-Club
  - You will now get a message "You will be taken to a Scorer Backup Screen"
  - Press any key and a Scorer Backup screen will appear (there may be a minimal delay)
  - Click the **Backup** button
  - TO FINISH, PLEASE FOLLOW THIS CAREFULLY
  - Disconnect the power supply and take out the dongle.
  - **DO NOT CLOSE THE LID**
  - Half close the lid, but make certain the screen stays on initially
  - Place the laptop in the usual place in the office, careful not to jam the lid
  - The laptop will continue to backup and store to the cloud, then close down by itself
- DONE